



**Tony Evers, Governor**  
**Dawn Crim, Secretary**

October 26, 2021

**VIA EMAIL**

Laurie Keepers, Clerk  
Village of Albany  
206 North Water Street  
Albany, WI 53502  
[villageclerk@albanywi.org](mailto:villageclerk@albanywi.org)

Re: Village of Albany Jurisdiction Request for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Laurie Keepers,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over construction and inspection of new one- and two-family dwellings and camping units.

Pursuant to Wis. Stat. §§ 101.65(1) (a) and (2m), § 101.651(2m), and §101.63(1), the Department delegates your municipality the primary responsibility to perform permitting and inspecting for all installations under Wis. Admin. Code §§ SPS 320.08(1) and SPS 327.09(1) to be constructed within the limits of your municipality.

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a certified copy of all adopted ordinances and subsequent amendments within 30 days of adoption by the municipality, and
- Maintain an approved method of enforcement as identified in Wis. Admin. Code § 320.06(1)(b).

Please note the following items to be addressed in your ordinance:

- §86-1, C(3), specifies that the most restrictive rules shall apply. Note that per [Wis. Admin. Code § SPS 320.06\(1\)\(b\)](#), no additional requirements within the scope of the Uniform Dwelling Code may be adopted by a municipality unless approved by the department in accordance with [Wis. Admin. Code § SPS 320.20](#).
- §86-5, J, and §86-6, D, specify requirements for stop work orders and revoking permits. UDC permits may only be revoked, or ordered to stop, in accordance with [Wis. Admin. Code § SPS 320.10\(4\)\(b\)](#) or [Wis. Admin. Code § SPS 320.11](#).

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

I understand that Brian Flannery will be the method of enforcement and has the proper certification to do so.

Our UDC consultant for your area, Lenny Kanter, at (608) 261-6541, is available to assist in any questions or concerns your municipality may have with implementing UDC or camping unit permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

Michael D. McNally Jr.  
Section Chief, UDC Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
UDC Program Staff, Technical Services Bureau  
Brian Flannery, Village of Albany